

User Access Guidelines

Function	Access to information
ICUC Staff	Claim information for all DOD claims
Injury Compensation Program Administrator/ Compensation Specialist	Claims that fall within their area of responsibility
Unemployment Compensation Program Administrator	“Need to Know” basis.
Safety Specialist	OSHA-301s and aggregate data for analysis
Industrial Hygiene/ Ergonomic Consults	Work restrictions in order to assist in Return to Work efforts
Component Investigative Staff	Specific case information if investigation is opened
EEO Counselors	Case information only with signed release from employee
Labor Relations/ Employee Relations	Case information only with signed release from employee
Installation Leadership/ Manager/ Supervisor	Information as specified in DOL GOVT-1 Routine Use (b)
Legal/Representative	Case information if written authorization/appointment of representative by the employee is on file with OWCP. Reference 20 CFR 10.700 and DOL GOVT-1 Routine Use (a) and (g)
Congressional	Case information if acting in response to a written request for assistance from the employee. Reference DOL GOVT-1 Routine Use (o)